

100 FSS/FSMC
LOCAL NATIONAL DIRECT HIRE
Unit 4925, Box 290, Building 435
RAF Mildenhall, IP28 8NF

For further information Contact: RAFM 01638 54 2677/2292/5036/3662

VACANCY ANNOUNCEMENT NUMBER:		VA13-RPA785362MIL	
OPENING DATE:		CLOSING DATE:	
POSITION TITLE:	CIVIL ENGINEER	BASIC PAY RANGE FOR GRADE:	£15.74- £22.10
PAY PLAN:	S-0810-11	CATEGORY	Regular Full time 37.5 hours per week
LOCATION/ACTIVITY:	RAF MILDENHALL		
90-DAY REGISTER:	THIS ANNOUNCEMENT MAY RESULT IN A 90-DAY REGISTER THAT MAY BE USED TO FILL LIKE VACANCIES FOR 90 DAYS AFTER THE CLOSING DATE. APPLICANTS MAY BE REFERRED FOR CONSIDERATION AS VACANCIES OCCUR.		
AREA OF CONSIDERATION:	Citizens of the UK, Nationals of European Community (EC) Countries, and Commonwealth Citizens, other Foreign Nationals, and Stateless persons provided no restrictions have been imposed as a condition of continued residency in the UK; all applicants will require a security clearance – those requiring a security clearance through the UK Defence Vetting Agency will only be considered provided they have completed a minimum of 5 years residency within the UK. No Transportation/Interview/Housing costs involved. Please note Pre-appointment Security Clearance Requirements may delay start date.		
DUTIES AND RESPONSIBILITIES:	<p>Please provide detailed work experience as it relates to the required Knowledge, Skills and Abilities below, as this will be used to determine qualifications for this position.</p> <p>The primary purpose of this position is to serve as a professional civil engineer, performing programming and base development duties in support of a military installation. Evaluates and recommends programs and development plans for new construction, renovation, and improvements of real property facilities, including utility systems, utilizing a professional knowledge of civil engineering. Works with organizational managers, budgeting personnel, and higher engineering authority in developing and gaining approval for proposed facility programs/projects. Determines the validity, feasibility, achievability, and efficiency of a proposed project based on constraints in scheduling, cost, manpower, etc. Uses effective communication skills and builds good working relationships. The engineer is expected to make (sell) presentations of program items to the installation facility board and higher reviewing activities. Coordinates projects with engineers in other disciplines or with architects. Applies knowledge of other disciplines to determine coordination required to ensure all design considerations have been addressed. Keeps abreast of emerging technologies to ensure programmed development will not prematurely become obsolete. In conjunction with the primary duty of programming/base development, on a less frequent basis performs work in the construction management, design, and/or operations and maintenance(O&M) functions. Complies with health, safety, and environmental rules and procedures and performs work in a manner that enhances the safety of the work environment. Ensures federal, state, and local codes concerning health, safety, and the environment are strictly adhered to in the programming, design, and construction of real property facilities.</p>		
KNOWLEDGE, SKILLS, AND ABILITIES (KSA):			
<ol style="list-style-type: none"> 1. Professional knowledge of civil engineering concepts, principles, and practices and familiarity with other engineering disciplines and architecture. 2. Working knowledge of program planning and budgeting cycles, financial control and budget systems, and management; as well as of work classifications and the regulatory and statutory restrictions on the expenditures of appropriated and non-appropriated funds. 3. Working knowledge of automated data processing concepts, systems capabilities, and economic usage to effectively accomplish assigned functions. 4. Knowledge of and ability to apply health, safety, and environmental requirements as outlined in applicable standards, regulations, and/or technical orders. 5. Ability to plan, conduct, and record site/facility surveys and inspections. 6. Ability to plan and organize work; analyze, interpret, and apply rules, regulations, and procedures in a variety of situations; recommend timely and economical solutions; coordinate with other engineering disciplines and architects; communicate effectively both orally and in writing; and maintain good working relations. 			

MEDICAL/SECURITY REQUIREMENTS:							
<input checked="" type="checkbox"/>	UK CIVIL VETTING CLEARANCE	<input type="checkbox"/>	PHYSICAL	<input type="checkbox"/>	FOOD HANDLERS	<input type="checkbox"/>	NONE
QUALIFICATION REQUIREMENTS:							
<p>Education or equivalent combination of education and experience may be substituted for all required experience, apprenticeships, or further education/training in related fields. Education must demonstrate the knowledge, skills and abilities necessary to do the work. Submit transcripts/proof of qualifications/certificates directly related to the duties of the position.</p> <p>.</p>							
LICENSE AND CERTIFICATION REQUIREMENTS:							
A full driving licence is required.							
HOURS OF DUTY:							
Normal Tour of Duty. May be required to work UK holidays and observe US holidays.							
WORK ENVIRONMENT:							
<p>The environment involves everyday risks or discomforts that require normal safety precautions typical of such places as offices, meeting and training rooms, libraries, residences, or commercial vehicles, e.g., use of safe work practices with office equipment, avoidance of trips and falls, observance of fire regulations and traffic signals. The work area is adequately lighted, heated, and ventilated. This position will require working outside during wet/cold weather.</p>							
BENEFITS:							
Sick Leave and the Opportunity to join, the contributory stakeholder pension scheme, which includes free Group Life Assurance, eligibility rules apply.							
HOW TO APPLY:							
<p>Interested candidates <u>must</u> complete a RAF Mildenhall, LNDH Employment Application obtainable from the Civilian Personnel Webpage http://www.mildenhall.af.mil/units/100fss/civilianpersonnel.asp . Incomplete application packages will not be considered.</p> <p>All applications, with relevant attachments and/or CV/Resume with application, can be submitted via email to the email listed on the last page of the application form 100fss.fsmc3@mildenhall.af.mil or mailed to 100 FSS/FSMC (LNDH), Unit 4925, Box 290, Building 435, RAF Mildenhall, Suffolk IP28 8NF.</p> <p>Please ensure to include the VACANCY NUMBER, the JOB TITLE and the LOCATION on the top of the application and in the subject line of any email correspondence.</p>							
EQUAL OPPORTUNITY EMPLOYER:		FOR MORE INFORMATION:					
There will be no discrimination in employment practices based on gender, age, marital status, disability, race, nationality, religion or beliefs, sexual orientation, being or not being a member of a trade union.		If you require any further assistance or if you just have a general inquiry, you may telephone Barbara Dudash (01638) 542292, or Jackie Sukup on (01638) 542292, or stop by our office in building 435, RAF Mildenhall.					